



COUNTY OF SAN DIEGO
Great Government Through the General Management System – Quality, Timeliness, Value
DEPARTMENT OF HUMAN RESOURCES

CLASS SPECIFICATION

CLASSIFIED

AGRICULTURAL/STANDARDS INSPECTOR
SENIOR AGRICULTURAL/STANDARDS INSPECTOR

Class No. 005392
Class No. 005393

■ CLASSIFICATION PURPOSE

To perform technical inspection, professional and related work in the enforcement of agricultural and/or weights and measures laws, regulations and policies for consumer and agricultural industry protection; and to perform related work as required.

■ DISTINGUISHING CHARACTERISTICS

The Agricultural/Standards Inspector class series is a professional class series responsible for enforcing laws and regulations contained in the California Food and Agricultural Code, the Business and Professions Code and the California Code of Regulations. Positions in these classes are allocated only to the Department of Agriculture, Weights and Measures and classes are segmented into two technical options Agricultural Inspector or Weights and Measures Inspector.

Agricultural/Standards Inspector:

This is the entry and first working level class of the series. Incumbents are closely supervised pending State licenses. Once licenses are obtained, incumbents, under direct supervision, independently perform inspections and conduct investigations in their areas of licensure and assist higher-level inspectors in other areas. Agricultural Inspectors conduct inspections and investigations in areas applicable to pesticide use enforcement, pest prevention, nursery and seed regulation and commodities (fruits, vegetables, and eggs). Weights and Measures Inspectors inspect and test scales, liquid measuring devices, taximeters, and electric watt hour measuring devices for accuracy and compliance with specifications and use requirements; package goods for proper weights, measures or count; inspects products for compliance with advertising, labeling, registration as well as product integrity and assures price accuracy. As incumbents obtain licenses, they are given additional inspection responsibilities for related specialties. Incumbents must obtain at least one (1) license within 12 months of appointment and must obtain a second license in the same track within 24 months of appointment. (If the incumbent already possesses all the licenses in one track, the additional license(s) must be obtained in a different track.)

Senior Agricultural/Standards Inspector:

This is the journey level class. Incumbents, under general supervision, must possess three (3) agricultural/weights and measures licenses in one track. Inspectors in this class perform inspections and conduct investigations independently in the areas they hold licenses in, and assist in other areas.

■ FUNCTIONS

The examples of essential functions listed in the class specifications are representative but not necessarily exhaustive or descriptive of any one position in the classes. Management is not precluded from assigning other related functions not listed herein if such functions are a logical assignment for the position.

Agricultural/Standards Inspector

Essential Functions:

1. Conducts field surveys, inspections and investigations in areas applicable to the Department of Agriculture, Weights and Measures including: commodity regulation, pest prevention, and plant and pesticide regulation, worker health and safety, environment monitoring, product verification, weight, measurement, petroleum regulation and integrated pest management.
2. Investigates and determines commodity fitness and recommends remedial measures used in the regulation of the affected industry such as issuing certificates of compliance, notices of noncompliance, certificates of phytosanitary conformance, or citations.
3. Orders reconditioning or destruction of commodities.
4. Conducts follow-up inspections and investigations of complaints.
5. Disseminates agricultural and weights and measures policies, legal requirements, and information.

6. Advises and serves the general public, community groups, government agencies, and private industry.
7. Testifies in court in prosecutions of violations.
8. Conducts studies on crop statistics, natural disasters, illness investigations and endangered species.
9. Provides responsive, high quality service to County employees, representatives of outside agencies and members of the public by providing accurate, complete and up-to-date information, in a courteous, efficient and timely manner.

Non-Essential Functions:

1. Prepares correspondence.
2. Collects money for fees, services, or materials provided.

Senior Agricultural/Standards Inspector

Essential Functions:

All the functions listed above and

1. Prepares complex reports.
2. Provide technical guidance and training to lower classes in areas of licensure.

Non-Essential Function:

1. May represent the department in public speaking engagements.

■ KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

The following apply to both classes:

- Math, including algebra, geometry and statistics.
- Provisions of the California Food and Agricultural Code, California Code of Regulations- Title IV, Business and Professions Code, and related Federal laws and regulations in the functional areas of agricultural and weights and measures inspection and enforcement.
- Rules of evidence preservation and courtroom procedures.
- Departmental safety practices for the use and maintenance of equipment and use of various materials.
- Basic computer skills in word-processing, spreadsheet, database, and presentation applications.
- Supervision and training principles and techniques.
- Courteous, respectful treatment of County employees, representatives of outside agencies and members of the public representing diverse cultures and backgrounds.
- Program implementation and operations coordination and evaluation.

AGRICULTURAL INSPECTOR OPTION (in addition to the above):

- Insect, animal and disease pests and their control.
- Types of crops grown and farming methods practiced in San Diego County.
- General principles of plant growth and development.
- State regulations and departmental policies regarding use of various pesticides.

WEIGHTS AND MEASURES INSPECTOR OPTION (in addition to the above):

- Types of weighing devices.
- Grades of petroleum products.
- Metric classifications used for weight, length, and liquid measurement.
- State regulations as they relate to the commercial use of weighing and measuring device/instruments.

Skills and Abilities to:

The following apply to both classes:

- Read and understand technical material such as Federal, State and local laws, regulations and ordinances related to agriculture weights and measures.
- Maintain, collect and organize information from records, interviews or tests.
- Conduct investigations, collect background information, define problems, establish facts, draw valid conclusions, and make appropriate recommendations or decisions.

- Enforce laws, issue citations and notices of violation and use good judgment to make appropriate recommendations for corrective action as conditions or studies warrant or permit.
- Use, calibrate and maintain scientific and precision measuring instruments and other technical equipment.
- Gather and preserve evidence during investigations observing both scientific and legal requirements.
- Coordinate work with other government agencies.
- Exercise appropriate judgment in answering questions and releasing information; analyze and project consequences of decisions and/or recommendations.
- Write clear, concise, grammatically correct reports, letters and memoranda.
- Communicate effectively with others using tact, persuasion and effective negotiation strategies.
- Explain technical terms and inspection policies and procedures to lay persons.
- Organize work in an efficient order to meet close deadlines and departmental priorities.
- Operate a variety of County vehicles.

AGRICUTURAL INSPECTOR OPTION (in addition to the above):

- Recognize defects and maturity of fruit, production areas, and the relationships of one plant, insect, and animal to the environment and to each other.

WEIGHTS AND MEASURES INSPECTOR OPTION (in addition to the above):

- Inspect products and the various measuring devices for compliance with specification and use requirements.

■ EDUCATION/EXPERIENCE

Education, training, and/or experience that demonstrate possession of the knowledge, skills and abilities listed above. Examples of qualifying education/experience are:

Agricultural/Standards Inspector:

Qualification to take the licensing examination given by the State of California Department of Food and Agriculture for the County Agriculture Inspector or the County Weights and Measures Inspector. Those requirements are as follows:

Agricultural Inspector Option:

1. Possession of one or more valid statewide, specific category license(s) as a County Agricultural Inspector (see below under license track II or III), OR
2. A bachelor's degree from an accredited four-year college or university in agricultural, biological, chemical or physical sciences, OR
3. At least 15 semester units of college-level coursework in the areas described above; AND, two (2) years of qualifying experience as follows: (a) enforcement of weights and measures or agricultural laws; (b) inspection, maintenance, repair or installation of weighing or measuring devices or equipment; (c) consumer protection or resolution of consumer complaints in a public or private consumer affairs agency; (d) law enforcement or investigation work in a Federal, State or local jurisdiction agency; (e) quality control or quantity control work in the production of consumer commodities. This experience must have been at a level comparable to a County Agricultural/Weights and Measures Inspector.

Weights and Measures Inspector Option:

1. Possession of one or more valid statewide, specific category license(s) as a County Weights and Measures Inspector or County Agricultural Inspector/Biologist (see below under license track I), OR
2. A bachelor's degree from an accredited college or university in biology, biochemistry, chemistry, physics, mathematics, engineering, law enforcement, commerce, marketing, or closely related field; (work experience in any of the areas listed in number 3, may substitute for up to two (2) years of the required education on a year for year basis), OR
3. At least 15 semester units of college-level coursework in the areas described above; AND, two (2) years of qualifying experience as follows: (a) enforcement of weights and measures or agricultural laws; (b) inspection, maintenance, repair or installation of weighing or measuring devices or equipment; (c) consumer protection or resolution of consumer complaints in a public or private consumer affairs agency; (d) law enforcement or investigation work in a Federal, State or local jurisdiction agency; (e) quality control or quantity control work in the production of consumer commodities. This experience must have been at a level comparable to a County Weights and Measures Inspector, OR
4. An associate's degree from an accredited college or university in Measurement Science with a Weights and Measures Option AND one year of experience in the enforcement of weights and measures laws or in the inspection, maintenance, repair or installation of weighing or measuring instruments or equipment. This experience must have been at a level comparable to a County Weights and Measures Inspector.

Senior Agricultural/Standards Inspector:

1. Two (2) years of experience as an Agricultural/Standards Inspector with the County of San Diego or equivalent experience in another California County, State or local agency.

■ ESSENTIAL PHYSICAL CHARACTERISTICS

The physical characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of the classifications. Reasonable accommodation may be made to enable an individual with qualified disabilities to perform the essential functions of a job, on a case-by-case basis.

Frequent: sitting, walking, standing, bending of waist, squatting, repetitive use of hands, including simple and power grasping. Occasional: bending and twisting of neck, twisting of waist, climbing, kneeling, crawling, fine manipulation use of hands, pushing and pulling, reaching above shoulder level. Must be able to lift and carry up to 50 lbs., and occasionally 60 lbs, and work with equipment using electrical voltages up to 208 volts.

■ SPECIAL NOTES, LICENSES, OR REQUIREMENTS

License

A valid California Class C driver's license, which must be maintained throughout employment in this class, is required at time of appointment, or the ability to arrange necessary, timely transportation for field travel. Employees in these classes may be required to use their own personal vehicle. Some positions require a valid California Class B and/or A driver's license.

Agricultural/Standards Inspector: Must possess one (1) full license within 12 months of appointment and must possess two (2) full licenses in the same track within 24 months of appointment.

Senior Agricultural/Standards Inspector: Must possess three (3) full licenses at the time of appointment. The three (3) licenses must be within the same track listed below.

TRACK I W&M	TRACK II Ag	TRACK III Ag
Weight Verification Measurement Verification Transaction and Product Verification	Pesticide Regulation Investigation and Environmental Monitoring Integrated Pest Management	Commodity Regulation Pest Prevention and Plant Regulation Integrated Pest Management

Certification/Registration

None required.

Working Conditions

May be subject to overtime, evening and weekend work. May be subject to working around equipment and machinery, walking on uneven ground, and working at heights. May be subject to traveling throughout San Diego County. May be subject to exposure to noise, dust, fumes, chemicals, fuels, pesticides, hazardous materials and very hot or very wet environments. Must be able to wear protective equipment for such conditions.

Background Investigation

Must have a reputation for honesty and trustworthiness. Misdemeanor and/or felony convictions may be disqualifying depending on type, number, severity, and recency. Prior to appointment, candidates will be subject to a background investigation.

Probationary Period

Incumbents appointed to permanent positions in these classes shall serve a probationary period of 12 months (Civil Service Rule 4.2.5).

New: October 19, 1990

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Revised: February 18, 2005

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